

**LIBRARY ADVISORY COMMISSION
CITY OF MILPITAS
Monday, January 14, 2008**

UNAPPROVED MINUTES

Minutes: Meeting of the Library Advisory Commission (LAC)
Date of Meeting: January 14, 2008
Place of Meeting: Milpitas Community Center, 457 E. Calaveras Blvd.,
Conference Room 7/8

Call to Order: Chairperson Hay called the meeting to order at 7:03 p.m.

I. Roll Call Commissioners Present: Hay, Aoalin, Estioko, and Alternates
Pham and Phan.

Commissioner Excused Absence: Montano
Commissioners Absent: Wang, Chou, Stephens

City Council Liaison Present: Councilmember Giordano
County Staff Present: Community Librarian Arbaugh
County Staff Absent: County Librarian Cervantes

City Staff Present: Acting Community Center Supervisor Cacao

II. Seating of Alternates

Alternate Phan and Pham were seated.

III. Flag Salute

Chairperson Hay led the Commission in the Pledge of Allegiance

IV. Approval of Minutes

MOTION to approve with the following change to the minutes of November 19, 2007:

- 1) Change on item VIII. Unfinished Business: Councilmember Giordano will move forward to bring the proposal to the City Council, instead of Library Subcommittee.

M/S: Estioko/Aoalin

Ayes: All

V. Announcements and Correspondence:

Chairperson Hay wished Commissioner Chou a Happy Birthday.

VI. Public Forum: Frances Krommehock, 948 Horcajo St announced that the Milpitas Alliance for the Arts will host their 6th Annual Literary Luncheon on Saturday, March 8, 2008 from 11:30 a.m.-1:30 p.m. at the Community Center.

VII. Adoption of Agenda:

MOTION to approve Agenda of January 14, 2008.

M/S: Aoalin/Phan

Ayes: All

VIII. Unfinished Business:

1. Library Building Project Update

Mr. Steve Erickson, Project Manager gave a brief presentation on the status of the project.

Schedule

An update on the project schedule is expected to be completed by the end of the week. Contractor is reporting troubles and may be 2 working days behind. A recovery schedule will be brought to the Library Subcommittee if the schedule is behind.

Library

The project is 51% complete and on schedule for the grand opening in January 2009.

Mr. Erickson also reviewed the construction schedule noting winter 2008 is scheduled to enclose and weatherproof the structure. The roofing for the South Tower started on January 14 and the plastic wrapped and windows will be installed. The Architect is completing the FF&E designs which are anticipated for City Council approval on February 5, 2008.

North Main Streetscape

Mr. Erickson stated that the contractor has installed decorative crosswalks and paved the west half of the roadway. Staff is working with Caltrans to address environmental questions related to the phase II streetscape work from I-237 off-ramp to Carlo Street. The project is approximately 50% complete.

2. Donor Recognition Program

Councilmember Giordano stated that she has talked to City Manager Tom Williams about how the funds/donations will be handled. Mr. Erickson will provide an update at the March 17, 2008 meeting.

IX. New Business

1. "Small Worlds" A Children's Developmental Art Show April 2008

Ms. Toby Librande invited the Commissioners to volunteer in selecting the art to be included in the Month of the Young Child art show for April 2008. The selection date is scheduled for Monday, March 3, 2008 at the Community Center.

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Recommendation: Note, receipt and file.

X. Other Business

1. Friends of the Milpitas Library

Diane Davis from Friends of the Milpitas Library (FOML) announced that FOML has spent more than \$25,000 for Library programs in 2007. In addition the Friends paid for more than \$4,000 for other Library expenses.

In December a donation of 10,000 Chinese comic books were received. A one day sale of these comic books brought in \$837.24. There are however a significant amount of these books and they are currently looking for a dealer to buy them and sell again at the January 25, 26 and 27.

Officers were elected and the upcoming year and everyone agreed to keep their current positions.

2. County Librarian Report

(reported by Community Librarian)

The agenda for the Library Friends and Commissioners Forum has been mailed, and deadline for registering is Monday, January 14.

CALTAC is hosting a workshop at the San Mateo Public Library on March 1, 2008. Dr. Ken Haycock, San Jose State University School of Library and Information Science will be the keynote speaker. The deadline for registration is February 15.

The Library has appointed Dr. Barbara Williams to the position of Community Librarian for the Saratoga Library. She has worked in public libraries in San Diego and Riverside, and most recently in Columbia, MO. She has also worked as Director of Visitor Services for the Kansas City Museum, as Executive Director of the Kansas City Friends of Alvin Ailey, and as a consultant, among other things. She has a lot of experience working with communities and educational groups.

January 17, 2008: Silicon Valley Reads Kick-off Author Event, 7:30 p.m., Campbell Heritage Theater

January 19, 2008: Library Friends and Commissioners Forum, 8:30 a.m.-12:30 p.m., Library Administration Offices, Los Gatos

3. Community Librarian Report

Staff

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Long-time children's librarian Suzanne Hirigoyen retired December 28. Diane Salah has been hired to replace her, who was the half-time children's librarian. Lisa Taber, half-time adult librarian started work in mid-December. The process to fill several positions will start soon.

Programs and Services

Four brand new 3M self-check machines were installed last Friday, and so far are performing well. These machines will go to the new library and will add four more.

In December the Library hosted the folks from Swazzle Puppets, where they put on a wonderful puppet show for the kids at the family story time, and a couple of days later they had a craft program with the children making reindeer and mouse decorations for the tree.

This Thursday is the kick off event for this year's Silicon Valley Reads. The book this year is THE DISTANT LAND OF MY FATHER, by Bo Caldwell. Our Wednesday Book Group will be reading the book in February and will participate in a discussion with the author on Wednesday, February 27 at 7:30 p.m.

Other

The Library has hired a consultant to help us through the process of developing a strategic plan. Those of you who attend the Friends and Commissioners' Forum this Saturday will hear more about this. The consultant is Paul Meyer, and he has already met with staff. He also plans to meet with the focus group in each community to get their input.

The balloting for the naming of the teen area ended and recommended "Teenopolis" as the new name.

Lastly, teen librarian Don Phillips was honored as the "Employee of the Month".

The Milpitas Community Library will be closed on Monday, January 21, 2008 in honor of Martin Luther King's birthday and Monday, February 18, 2007 for Presidents' Day.

4. City Council Report - none

5. City Staff Report

City Staff Liaison Cacao reported the following items: Announced the Fitness Bootcamp for January 22-February 19, Tuesday and

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Thursdays from 6:30-7:30 a.m. Youth Program Team received award for Asset Champions from Project Cornerstone.

City offices will be closed on January 21, February 12 and 18.

XI. Future Agenda Items

XII. Adjournment

There being no further business, Chairperson Hay adjourned the meeting at 7:50 p.m. to the next regularly scheduled meeting on March 17, 2008 at 7:00 p.m. at the City Hall Committee Room

MOTION to adjourn the meeting.

M/S: Aoalin/ Estioko

Ayes: All